

MANUAL MATERIAL TRANSMITTED					
MANUAL: INCOME MAINTENANCE			CHANGE NUMBER: 132		
DELETE			INSERT OR CHANGE		
PAGES	CHAPTER	DATED	PAGES	CHAPTER	DATED
47	24	1/99	47	24	2/99
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APPENDIX C	1	1/99			
			APPENDIX C	24	2/99
DATE: FEBRUARY 1999			TO: ALL INCOME MAINTENANCE MANUAL HOLDERS		

This change is being made to correct 2 mistakes in change #126.

We intended to remove the 12-month limit on ABE classes in Section 24.13, but the change did not get made in change #126.

In addition, the Appendix C (Summary of WtW Referrals) was intended to be Appendix C of Chapter 24. Instead, it was printed as Appendix C to Chapter 1. Appendix C to Chapter 1 is already the Guide for Self-Sufficiency Plan. This guide must be retained as Appendix C to Chapter 1. Only the Appendix C that was issued in change #126 is to be removed. The same information has been reprinted in this change and titled correctly as Appendix C of Chapter 24.

We apologize for the confusion. If you have questions, please contact the OFS Policy Unit.

24.13 EDUCATIONAL ACTIVITIES

This section provides information about types of educational activities that may meet an individual's work requirement. This activity is mandatory for parents under age 20, without a high school diploma or equivalent. For unemancipated parents under age 18, without a high school diploma or equivalent, attending school is an eligibility requirement as long as the child is at least 12-weeks-old. See Section 9.21,A,3.

A. LITERACY

When the client cannot read, he may be placed in a literacy program. To qualify for such placement, the individual must test at or below standards set by the literacy provider.

B. HIGH SCHOOL

The student must adhere to the established attendance policy of the institution. Regardless of the actual number of hours of attendance, the parent meets his participation requirement.

When the individual is no longer accepted in the school system, or, placing him back in the school system is inappropriate, he must be placed in Adult Basic Education (ABE), vocational training or an alternative school setting.

C. ENGLISH AS A SECOND LANGUAGE

Those adults whose native language is not English and who have difficulty reading, writing and/or speaking English, may receive education in English language skills.

D. ADULT BASIC EDUCATION (ABE)

Adult Basic Education (ABE) includes training in basic skills. It may also be used to help prepare for the General Equivalency Diploma (GED) test.

E. COLLEGE

Attending undergraduate or graduate college classes does not meet the work requirement for any individual.

APPENDIX C

Summary OF WtW Referrals

CUSTODIAL PARENT(S)	NON-CUSTODIAL PARENT(S)
<p>Long-Term <i>Current Recipient</i> with <i>Employment Barriers</i></p> <p>Section 24.4,G,2,a(1)(a)</p> <p>(70% Provision)</p>	<p><i>Non-Custodial Parent</i> with <i>Employment Barriers</i> and Whose <i>Minor Child</i> Is a Long-Term <i>Current Recipient</i></p> <p>Section 24.4,G,2,a(2)</p> <p>(70% Provision)</p>
<p><i>Former Recipient</i> with <i>Employment Barriers</i></p> <p>Section 24.4,G,2,a(1)(b)</p> <p>(70% Provision)</p>	
<p><i>Current Recipient</i> with Long-Term <i>Dependence Characteristics</i></p> <p>Section 24.4,G,2,b,(1)(a)</p> <p>(30% Provision)</p>	<p><i>Non-Custodial Parent</i> with Long-Term <i>Dependence Characteristics</i> and Whose <i>Minor Child</i> Receives WV WORKS</p> <p>Section 24.4,G,2,b,(2)</p> <p>(30% Provision)</p>
<p><i>Former Recipient</i> with Long-Term <i>Dependence Characteristics</i></p> <p>24.4,G,2,b,(1)(b)</p> <p>(30% Provision)</p>	